

Commonwealth Information Security Council
November 19, 2007
12:00 -2:00 p.m.
Commonwealth Enterprise Solutions Center
Summary

COV IS Council members attending:

Mike Garner (Tax)	Marie Greenberg (SCC),
Goran Gustavsson (APA)	Michael McDaniel (VRS)
Robert Jenkins (DJJ)	Aaron Mathes (OAG)
Shirley Payne (UVA)	Steve Werby (DOC),
Cathie Brown (VITA ex-officio)	Peggy Ward (VITA ex-officio)

COV IS Council members absent:

John Karabaic, DMAS (sent Chris Doucette to represent him)
John Palese (DSS) (sent Ross McDonald to represent him)
John Willinger (DMHMRSAS),

Also attending: Maria Batiste (DMV) and Judy Napier (GOV).

Security Survey Questions – Michael McDaniel, VRS

Michael reviewed the Security Survey questions submitted by the Encryption and Small Agency Committees. Some changes to questions were recommended by Aaron Mathes and agreed upon including changing the question regarding length of time as an ISO to something on a scale discussing ISO's views of the strength of their background in IT Security. The Council discussed to whom the survey should be sent and it was decided to send them to ISO's at all branches of state governments and localities as well as to AITR's. Marie Greenberg agreed to work on 3-4 general questions that will be asked up front, and send them out to the Council. Cathie is going to pull together a list of Primary ISO's to which the survey will be sent. Mike Garner will reformat IAM committee questions, and Shirley Payne will send Security as an Executive Management Priority questions to Michael McDaniel to be formatted. In order to have a draft survey before Thanksgiving, the COV IS Council members agreed to complete these tasks this week. Michael will then send a draft questionnaire and asked everyone to complete the draft survey to allow him to assess some of the reporting features.

Results of Council Survey – Peggy Ward, VITA

Peggy Ward reported on the results of the Council surveys. Peggy reviewed the presentation of all Council results given at the ITIB meeting. Peggy and Cathie asked IS Council members to provide feedback over the next month on how to make the COV IS Council more effective. Summary of all Council meetings will be part of a SharePoint portal.

Removal of Electronic Data Standard - Cathie Brown, VITA

Cathie reported on the update of the Removal of Electronic Data Standard. Marie Greenberg will send wording for hardware sent for Data Recovery. Cathie will send out Standard immediately to Council for review and comment by the COV IS Council, noting it's still waiting for Marie's comment and Library of Virginia comments on how to physically destroy other media such as cd's and thumb drives. Marie Greenberg and Maria Batista will also work on providing sample language for Data Breach Notification contract provisions.

Encryption Committee Report - Michael McDaniel, VRS & Steve Werby, DOC

Michael and Steve reported they had discussed security survey questions and content for web page.

Identity and Access Management Committee Report - Marie Greenberg, DMV & Mike Garner, Tax

Marie and Mike reported they have further reviewed the draft Commonwealth of Virginia Trust Model and will discuss further at today's meeting. They will also reformat security survey questions. The Committee has submitted their web page outline and emailed Don Kendrick to identify the products to be offered by the Partnership.

Small Agency Outreach Committee Report - Rob Jenkins, DJJ, Goran Gustavsson, APA & Aaron Mathes, OAG

Rob, Aaron and Goran reported that they submitted their security survey questions to Michael McDaniel. They will be discussing shared service costs that their meeting today. Peggy Ward also presented at the Small Agency Council meeting this morning. The committee is still creating their page for the IS Council web site.

Making IT Security an Executive Management Priority Committee Report - Shirley Payne, UVA

Shirley noted she was pleased October was over due to all of the extra effort around Cyber Security Awareness month. The Committee had provided information security articles in the Leadership Communiqué each week and there was an article in Capital Connections discussing October as Cyber Security Awareness Month. The VITA toolkit proved very useful for many agencies. The committee's focus will shift to finding new ways to solicit practices from all agencies on making security an executive management priority. Committee will research information available on this topic.

I REC – Peggy Ward, VITA

There will be a presentation at the December ISO Advisory Group meeting from the vendor Information Risk Executive Council to reassess interest in this service offering.

CIO report due in December, 2008* - Cathie Brown, VITA

Cathie reviewed the plan to produce the Commonwealth Information Security Report. The COV IS Council is being bought in early so that they can have the report reflect their views.

MS-ISAC Portal - Peggy Ward, VITA

Peggy will send an invitation to all IS Council member to access the MS-ISAC Portal.